



## City of Middletown

OFFICE OF THE GENERAL COUNSEL

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### Minutes

Regular Meeting of February 2, 2016

Insurance and Claims Committee

**Present:** Chairman Grady Faulkner, Council Member Linda Salafia and Council Member Robert Blanchard

**Also Present:** Brig Smith, General Counsel; Matthew Bacon, Claims Administrator; Nancy Conaway-Raczka, Risk Manager

#### A. Call to Order

Chairman Faulkner called the meeting to order at 7:06 p.m.

#### B. Approval of Minutes

Council Member Salafia made a motion to approve the minutes of January 5, 2016. Council Member Blanchard seconded the motion. Motion carried unanimously.

#### C. Public Session

No members of the public were present for the Public Session.

#### D. Report on Claims Settled Within General Counsel's Settlement Authority or City's insurance carrier, CIRMA

Matthew Bacon, Claims Administrator provided the Committee with a synopsis of the following claims settled within the authority of General Counsel or the City's insurance carrier, CIRMA.

1. Middletown BOE vs. John Doe
2. New England Mechanical vs. City of Middletown
3. Student vs. Middletown BOE
4. Daniel Heck vs. City of Middletown
5. TruGreen vs. City of Middletown

6. City of Middletown vs. Paul Gallucci

**F. Other Business**

1. Nancy Conaway-Raczka presented the monthly accounting report of insurance funds balances.
2. Matthew Bacon, Claims Administrator presented a property claim for BOE facilities. In January 2016, there was water damage from frozen pipes at Woodrow Wilson Middle School. Documentation was presented that showed Belfor Property Restoration cleaned up the water and repaired the damages. Motion to approve payment made by Council Member Blanchard, seconded by Chairman Faulkner, and carried unanimously.
3. Nancy Conaway-Raczka presented information about the employee life insurance carrier having been switched from The Hartford to Aetna. She also informed the committee of upcoming CIRMA sponsored trainings regarding “Understanding the Risks of Social Media Usage” to be held in Middletown.

**G. Adjournment**

The Committee adjourned at 7:31 p.m. on motion of Council Member Blanchard, seconded by Chairman Faulkner, and carried unanimously.

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Grady Faulkner, Chair

cc: Hon. Daniel T. Drew, Mayor  
Joe Samolis, Chief of Staff  
Council Member Linda Salafia  
Council Member Robert Blanchard  
OGC Personnel  
Carl Temme, H.D. Segur